

Brush Creek Metropolitan District
Thursday, December 12, 2024 at 4:30 p.m.
Meeting held via Zoom

- Joyce Hardy, President
- Jerome Meister, Director
- Jim Laing, Director
- Dean Hill, Director
- Glenn Loper, Director
- Rick Stevens, District Manager
- Cindy Herndon, District Controller
- Maggie McHugh, Water Engineer, Roaring Fork Engineering

1. **Call to Order:** The meeting was called to order at 4:30 p.m. by Joyce Hardy.
2. **Approve Minutes: *Motion:*** Jerome Meister motioned, with a second from Jim Laing, to approve the minutes of the November 21, 2024 meeting as presented. All were in agreement.
3. **President's Comments:** Board President, Joyce Hardy, had no comments for this meeting.
4. **Water Engineer's Report:**
 - a. **District Water Usage:** Maggie McHugh from Roaring Fork Engineering reported on the water usage for November 2024. She reviewed her report which included several new graphs and tables that she provided so the board could see trends in the historical water usage per quarter for the last 5 – 10 years. She pointed out the seasonal trends and noted that the differential between water billed by Snowmass Water and Sanitation and what BCMD is billing to owners has steadily decreased in recent years. Joyce Hardy asked about the recent increase in the percent loss to 16.9%. Maggie stated that it was something that she and Rick Stevens were monitoring and that if that percentage continues to increase, she would recommend performing some leak detection to see if a new leak is present possibly due to seasonal shift in temperatures. The board gave her feedback on the information provided and what they would like to see going forward. Rick Stevens suggested focusing on data collected from the last three years since the new meter system installed is providing more accurate data. He also requested that Maggie prepare information on individual zone usage to help identify where the loss might be occurring.
5. **District Manager's Report:**
 - a. **Road Project Update:** Rick Stevens reported to the board that he thought the PASER Road Analysis should be postponed and that he would do an initial review himself to assess any repairs or improvements that may be needed in 2025.

- b. **Other:** Rick briefly mentioned that snow removal seems to be going well so far and that All Valley Maintenance was doing some clearing work around the fire hydrants. He suggested that BCMD might want to request that owners who rent their homes submit renter information to the district for situations like parking violations or fire emergencies.

6. Controller's Report:

- a. **Individual Water Usage:** Cindy Herndon reviewed the Water Usage and High-to-Low usage reports for the month of November. There were no questions or comments.
- b. **Fund Balance Report:** Cindy briefly presented the Fund Balance Report stating that everything continues to appear to be in a positive position. There were no questions or comments.
- c. **Receivables:** Cindy briefly reviewed the current receivables, noting that she was continuing to make calls to those owners with outstanding balances.
- d. **Payables:** The payables for both the General account and the Water account were reviewed by Cindy.
Motion: Joyce Hardy motioned, with a second from Dean Hill, to pay bills as presented. All were in agreement.
- e. **Elections:** Cindy updated the board on the upcoming elections in 2025. She explained about the Designated Elections Official position and the need to get a DEO appointed.
Motion: Jerome Meister motioned, with a second from Glenn Loper, to appoint Cindy as the DEO for BCMD. All were in agreement.

- 7. Date of Next Meeting:** The date of the next meeting has been set for Thursday, January 16, 2025 at 5:30 p.m. via Zoom.

- 8. Adjournment:** The meeting was adjourned by Joyce Hardy at 5:06 p.m.